

*ACORD*  
*DOCUMENT REPOSITORY INTERFACE (DRI)*  
*IMPLEMENTATION GUIDE*  
*Version 2.1*

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## 1. PURPOSE OF THE DOCUMENT

This document details the steps required for a Customer (Broker or Carrier) to establish and maintain access to the Insurers Market Repository (IMR) using Xchanging's implementation of the ACORD Document Repository Interface (DRI) standards.

This document should be read in conjunction with the DRI Technical Interface Specifications Release 4 and 5 and the Outbound DRI Functional Design.

This document is subject to formal change control.

## 2. SCOPE

This document is with regard to the latest technical release. The document will be amended as required for subsequent releases.

This DRI Implementation Guide will provide a Broker or Carrier with sufficient information or references to design and put in place all the necessary components to enable it to exchange documents with the IMR.

It also details the end-to-end process to be followed from an initial DRI enquiry from the Broker or Carrier to rollout into Production, as well as what interim information and system components are needed by whom and when.

This document does not intend to duplicate any information found in the following documents:

- DRI Technical Interface Specification
- DRI Technical Implementation Guide
- Accounting and Settlement (A&S) User Guide
- Electronic Claims File (ECF) Systems Process and Procedure (SP&P)
- Outbound DRI Functional Design

## 3. BACKGROUND

ACORD Document Repository Interface (DRI) standard messages exchange documents between external repositories and the Insurers Market Repository, for both the Electronic Claim File (ECF) and Accounting and Settlement (A & S).

## 4. DRI BUSINESS PROCESS

Any document that has only a UMR is assumed to be a policy related document and will be stored in the folder referenced by the UMR. Any document that has a UMR and UCR is assumed to be a claim related document and will be stored in the folder referenced by the UCR. (The UCR will be used to associate the document with a CLASS record and is therefore essential for any claim related documents).

If a document is received with a UMR or UCR that does not already exist on the repository a new folder will be created, but only the document sender will be able to see it. Once the Class data is received with the UMR and UCR quoted, the folder details will be updated with the Class data and the full market, XCS and the broker will have access to the folders and documents. If no Class data is received to complete the folder within 24 hours the document(s) will be reported.

The total size of the SOAP message and any attachments cannot be more than 20MB.

### 4.1. Electronic Claim File (ECF)

The Electronic Claim File uses CLASS and the IMR to associate documents with Risks and Claims in support of the Claims Agreement process. CLASS will be used to create Claim Transactions on-line or using the LIMCLM EDIFACT message. The DRI process to the IMR will supply the supporting claims documents.

DRI claims submissions are referenced by UMR and UCR and will attach documents to previously created workspaces generated from the CLASS submission (see also section 6.3 DL 5079 Report of unmatched items below)

### 4.2. Accounting and Settlement (A & S)

A & S will use DRI to submit documents and a Work Order to initiate policy or premium processing.

#### 4.2.1. Folder Creation

The repository will automatically create the necessary folder structures, based on the Unique Market Reference (UMR) and the document type. There are three folders to which premium related documents may be allocated within a UMR container:

- Slip Documents
- Policy Documents
- Miscellaneous Documents.

Documents will be allocated to one of these folders according to the document type (a value from the ACORD A54 code list – see Appendix D – entered in **DocumentTypeCd**) that is sent with the document.

The correlation between document type and UMR folder will need to be maintained (subject to change control) if the ACORD code list is revised. If a document is received with a document type that is not recognised it will be rejected.

#### **4.2.2. Work Package Contents**

A Work Package is formed of the necessary documents and supporting information to enable Xchanging to carry out premium and/or policy processing activities on behalf of its customers.

#### **4.2.3. The Work Order**

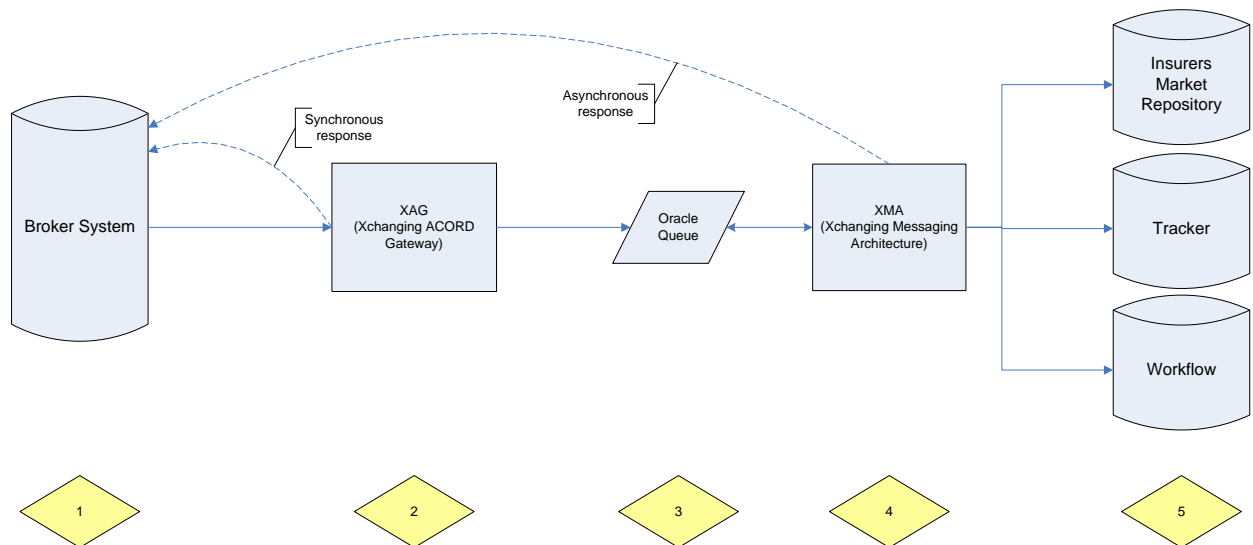
In addition to the documents listed above, if Xchanging processing is required a Work Order document must be submitted within the work package in order to instruct Xchanging to carry out the processing task, otherwise the documents submitted will merely reside in the repository unprocessed.

The Work Order must include the identification of all documents that form part of the Work Package (excluding the Work Order itself).

The Work Order must be formatted as an object based on the ACORD 2005.2 Technical Account (a.k.a. the “skinny TA”) and presented as a DRI document attachment with a document type code of **form\_work\_order**. Details of the completion of the Technical Account are contained in Appendix E.

Receipt of the Work Order is always the completion of the Work Package and, as such, must be the last document loaded. It is advised that notification of the successful load of all other documents (receipt of the asynchronous message) is received before submission of the Work Order.

## 5. DRI STANDARD TECHNICAL PRESENTATION PROCESS



1. The broker sends an upload message to the Xchanging ACORD Gateway (XAG) containing the relevant premium or claim documents.
2. The XAG immediately sends a synchronous response confirming receipt. The XAG will perform ACORD SOAP message field and schema validation and check that the certificate (public key) is registered and valid. The message may be rejected if this validation fails. A DRI audit is available for support purposes.
3. Successful messages are passed to an Oracle queue to await processing by Xchanging Messaging Architecture (XMA)
4. The XMA will retrieve messages from the Oracle queue in date/time receipt order. It will perform business validation on each document before assigning to the folder in the IMR according to the **DocumentTypeCd** on the document, and populating required information into Tracker and Workflow. On completion of successful processing of a message the XMA will send an asynchronous response to the broker system confirming receipt and successful processing. An XMA audit log is available for support purposes.
5. Documents will appear in their respective folders or against the UCR in the IMR and associated records created or updated in Tracker and Workflow.



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## 6. DRI MESSAGE TYPES

### 6.1. Messages as Sender

The option of sending messages to the IMR via the Xchanging ACORD Gateway (XAG).

#### 6.1.1. UploadRq (ACORD DRI Upload Request) (DRI Push)

This is the facility for loading a document or set of documents to the IMR. “Push” Trading Partners will send an **Upload Rq** message including the documents to be lodged on the market repository and an **Upload Rs** message will be sent in response.

#### 6.1.2. NotifyRq (ACORD DRI Notify Request) (DRI Pull)

By sending a notify request the sender is requesting that the XAG retrieve the required document or set of documents and load them to the IMR. “Pull” Trading Partners will send a smart **Notify Rq**, and receive a **Download Rq** to request documents. They will then send a **Download Rs** including the documents to lodge the documents on the market repository and receive a **Notify Rs** in response.

#### 6.1.3. SearchRq (ACORD DRI Search Request)

Trading Partners may request a search using the **Search Rq**. They will receive a search response message (**Search Rs**) listing all documents to which they have access that meet the search criteria.

### 6.2. Messages as Receiver

The option of receiving messages from the IMR loaded by other parties, subject to the relevant Access Control List (ACL) for the document. This is also known as Outbound (OB) DRI.

#### 6.2.1. Process Overview

Outbound DRI functionality is used to deliver notify messages to registered trading parties for any document upload related to a signed policy or claim. Whenever there is a document uploaded (either via DRI or Add Document / Native Upload) in IMR, all the parties mentioned in the document ACL and registered on XAG are sent a Outbound DRI notification about uploaded document. Depending upon the party registration, this could be a simple notification or can contain the uploaded document(s) as well.

#### 6.2.2. UploadRq (ACORD DRI Upload Request) (DRI Push)

Documents loaded to a UMR or UCR (policy or claims documents depending on registration) on which the registered party participates will be sent automatically. It should be borne in mind that this process will automatically send ALL relevant documents.

Where a Trading Partner is registered as a “Push” message user, an **Upload Rq**

message will be sent including the documents and an **Upload Rs** message is expected in response.

### **6.2.3. NotifyRq (ACORD DRI Notify Request) (DRI Pull)**

The XAG will send a notification message to advise that a document has been loaded to a UMR on which the registered party participates. The party may opt to request the document. Where a Trading Partner is registered as a “Pull” message user, a **Notify Rq** message will be sent and a **Notify Rs** will be returned. A **Download Rq** message may optionally be sent by the Trading Partner for any of the documents included in the **Notify Rq**. If a **Download Rq** is received a **Download Rs** will be sent including the requested documents.

### **6.2.4. Outbound DRI Settings - Policies**

The receiver may register to receive policy documentation. An optional email report is available which will notify a specified email address of all policy documents delivered.

### **6.2.5. Outbound DRI Settings - Claims**

The receiver may register to receive claim documentation. This can optionally be restricted to whether the carrier operates as Leader, Agreement Party or Follower on the claim.

### **6.2.6. Outbound DRI Settings - Self Upload Preferences**

The receiver may register to be notified of documents sent.

### **6.2.7. Outbound DRI Notification Report**

An optional email report may be requested notifying all documents sent during the day.

## 7. ROLL-OUT PROCESS

### 7.1. Registration

The registration process involves the Broker or Carrier (or their third party supplier) completing the DRI Registration Form, provided in Appendix A of this document. This form holds various details including customer / third party provider contacts, message types to be used, certificate details and dates for testing and production roll-out and security information.

Once the form has been received and validated, Xchanging will take the necessary steps to register the customer into a test environment (Training & Testing) for DRI use.

The registration process will typically take 1 to 2 working weeks. This is conditional on certification being complete.

### 7.2. Integration Testing

Whilst the registration is in process a testing schedule will be agreed to provide Xchanging support for connectivity and business testing.

Upon completion of the registration and certification process, a period of testing will be undertaken to ensure that the customer and Xchanging can process the exchange of the required message types and documents successfully.

Integration Testing can take up to 2 working weeks.

### 7.3. Production Roll-out

Upon completion and sign-off of Integration Testing, the DRI service will be made available in the Production environment.

Production Roll-out will take up to 2 working weeks.

The above process is sequential. Each stage needs to be completed as entry criteria for the next step.

### 7.4. Roll-Out Service

Xchanging support of the above roll-out process is contractual. For further details please contact:

- Xchanging's Head of Electronic Services, Geoff Kennard on 0207 780 5264 or 07801 555190 or at [geoff.kennard@xchanging.com](mailto:geoff.kennard@xchanging.com); or
- Xchanging's DRI Implementation Manager, Graham Sheppard on 01634 887742 or 07917 423308 or at [graham.sheppard@xchanging.com](mailto:graham.sheppard@xchanging.com).

## 8. REGISTRATION PROCEDURES

This section describes the processes and procedures to be followed in respect of new DRI Registrations.

### 8.1. New DRI Registration:

To establish registration for the DRI service the Customer should contact Xchanging's DRI Implementation Manager, Graham Sheppard on 01634 887742 or 07917 423308 or at [graham.sheppard@xchanging.com](mailto:graham.sheppard@xchanging.com).

The DRI Implementation Manager may set-up a meeting if required to provide high level information and discuss customer requirements in more detail. The meeting will cover the following areas:

- Overview of registration process
- DRI Implementation Manager's role
- Other points of contact within Xchanging
- Overview of scope of testing
- Technical requirements
  - ACORD compliance
  - Message Types
  - Digital Certificate from a Trusted Certification Authority
- Customer status and plans

The DRI Implementation Manager will need to secure the following information from the Customer

- Is a Service Provider likely to be used to host the ACORD Messaging Service?
- Customer Contact details (i.e. name, telephone number, email address)
- Broker or Carrier number(s)
- Customer expectations for rollout timetable

The customer will need to complete the DRI Registration form (see Appendix A and B) as follows:

- Message Types (see section 5 above)
- Customer contact details
  - Name

- Address
- Contact details
- Signature of Authorised person within Customer Organisation
- Third party software vendor details
- Broker or Carrier numbers
- Details of Sender / Receiver of messages

For each environment, the following configuration details of the Sender(s) are required before Testing / Production can start:

- Party Id (i.e. relevant Broker No / Duns No, as appropriate)
- Party Name
- ACORD Messaging Service URL
- Digital Certificate details (Public Key) from Trusted Certification Authority

The Customer may choose to appoint a Service Provider to host the sending and receiving of DRI messages on their behalf and their details will need to be completed where appropriate. The Service Provider may be used to host the operation of the DRI messaging service for Integration Testing and/or Production.

The Customer should return the completed and appropriately authorised DRI Registration form to the DRI Implementation Manager. The DRI Implementation Manager will provide assistance with completing the DRI Registration form as required and will then liaise with the Xchanging technical team responsible for establishing the registrations on behalf of the customer.

### **8.2. Amending existing registration details:**

Note that for all amendments to existing registration details, an updated DRI Registration form should be delivered to the DRI Implementation Manager.

It is possible that an element of integration re-testing may be required depending on the impact of amending the existing DRI registrations and on which elements have changed. This will be managed by the XIS DRI Implementation Manager upon request.

### **8.3. DL 5079 Report of unmatched items**

Where the UMR / UCR combination cannot be found on the Market Repository immediately the process will continue to attempt to match records for a period of 24 hours. If this is still not successful a report, identified as report number 'DL5079', will be emailed to brokers using GENESYS (Generic Email System). This is an established XIS production service for delivery of reports by email. The file will be in CSV format and will conform to the standard layout required

by GENESYS. The report will include information including Senders ID, UMR, UCR, TR and details of each document including time and date sent, and the document ID.

Brokers will need to be registered for this report which will be referenced by the Broker Number or Print Sort Code. The registration form for this report forms part of the DRI registration form at Appendix A and should be completed with the remainder of the DRI registration form. The XIS DRI Implementation Manager will ensure this is processed to the appropriate registration team.

#### **8.4. Party ID / Party Name**

A service provider may nominate a unique party name &/or party ID to identify messages returned for each of their individual clients.

## 9. TECHNICAL REQUIREMENTS

### 9.1. ACORD Compliance

ACORD is a not-for-profit, global insurance standards organisation that has been serving the industry since 1970. Its aim is to improve industry efficiency by developing, maintaining and encouraging the implementation of data standards, electronic interchange and the identification of standard processes. ACORD also aims to improve inter-working with related technology, insurance and other industry standards.

Xchanging's software supporting the DRI functionality has been developed in accordance with the standards defined by ACORD. All software developed by, and on behalf of, Customers must also have been developed in line with those same standards. For that reason, the compliance of all software with the relevant ACORD standard is an entry requirement into the Testing phase between Xchanging and the Customer.

Once a software house has had its application certified by ACORD, and to do that the software house will have needed to become a member of ACORD, the brokers using the 'certified' application will still have to be certified themselves, but will not need to become members of ACORD.

Compliance of software with the ACORD standard can only be secured from, and certified by ACORD.

ACORD certification shows that your organisation implemented the ACORD data standards accurately, met the technical requirements, and reported those achievements to ACORD. Only ACORD members are eligible for certification.

With ACORD certification Xchanging can be sure that your DRI system follows ACORD Standards before testing begins.

For further information about how your organisation can achieve ACORD certification, contact details for ACORD include:

- web-site [www.ACORD.org](http://www.ACORD.org)
- London office details :
  - London Underwriting Centre  
Suite 1/3, 3 Minster Court  
Mincing Lane  
London EC3R 7DD
  - Phone 020 7617 6400
  - Fax 020 7617 6401

Public specifications and documentation can be downloaded from  
<http://www.acord.org/standards/downloads/Pages/RLCPublic1.aspx>

## 9.2. Ports

All environments are firewall protected and therefore have restricted port access. If, due to your local set up, you require a different port to the normal HTTPS port (443), please use port 8443. However, please advise the DRI Implementation Manager before commencing use.

## 9.3. Digital Certificates

An x509 digital certificate is required to digitally sign the SOAP body of any SOAP request message. The public key for this certificate must be given by the sender to the receiver before the first transaction, in order to verify the signature. This is sent out of band (e.g. by email).

A certificate is required by the receiver to enable SSL transactions with their server.

The same certificate can be used for both processes.

Digital certificates can be obtained from a number of certification authorities, such as Verisign and Comodo. Whilst Xchanging does not recommend any particular company, the Certification Authority of any certificate must be trusted by both parties in the transaction.

Once the customer's certificate is registered Xchanging will send their certificate to the customer.

All certificates should be 1024-bit key.

Further information relating to the use of Digital Certificates can be found at  
<http://www.acord.org/standards/downloads/Pages/RLCPublic1.aspx>

## 9.4. Technical / Development Requirements

### SOAP Server

All SOAP servers partaking in DRI will need to be configured for HTTPS traffic.

Both the x509 certificate used for the digital signing and the server authentication certificate required for SSL must have been issued by a certificate authority that is trusted by both parties. Copies of these certificates will need to lodge with Xchanging. In exchange, a copy of Xchanging's certificate will be sent to the customer.

Attachments should not be Base64 encoded as Xchanging will not decode them and therefore they will be presented on the repository in their encoded form.

All Customer / Service Provider environments must support 128-bit encryption.



### ***Xchanging as a Trading Partner***

When sending to Xchanging, the following information is required for our trading partners;

- Xchanging's PartyId is urn:duns:236196817
- The URL of the ~~Training and Testing External Integration Test (EITFOF)~~ environment SOAP server is <https://xagfof.xchanging.com/WCL/Inbox/dri.aspx>  
<https://xageit.xchanging.com/WCL/Inbox/dri.aspx>
- The IP address for the ~~EIT-FOF~~ environment is [193.46.72.107](https://193.46.72.107)~~195.11.222.20~~
- The URL of the Production environment SOAP server is <https://xag.xchanging.com/WCL/Inbox/dri.aspx>  
<https://xag.xchanging.com/WCL/Inbox/dri.aspx>
- The IP address for the Production environment is [193.46.72.101](https://193.46.72.101) and [213.219.10.124](https://213.219.10.124)~~193.46.72.101~~

For eAccounts the URLs are:

FOF – <https://xagfof.xchanging.com/WCL/Inbox/eAccounts.aspx>

Production – <https://xag.xchanging.com/WCL/Inbox/eAccounts.aspx>

It should be noted that the ~~EIT-FOF~~ environment also serves as the Disaster Recovery environment. In the event DR is invoked this will immediately take precedence over any integration testing.

If you use firewall connections into your servers, please ensure both of the above environments are allowed access to your Production service.

### ***HTTP Headers***

POST /AcordMsgSvc/Inbox.asmx HTTP/1.1

Content-Length: #####

Content-Type: multipart/related;

boundary=MIME6DC137CD5C744E8D9A61CDC4CD7EA2E4; type="text/xml"

Host: epuat.xchanging.com

SOAPAction: <http://www.ACORD.org/Standards/AcordMsgSvc/Inbox#PostRq>

## **9.5. Technical Standards**

### **ACORD Standards Versions**

Documents will be delivered by ACORD DRI messages. ACORD business messages (e.g. Technical Account) will not be used to supply structured data.

The following combination of ACORD standards versions will be supported in the live environment with effect from Mid September 2006:

- ACORD Messaging Service (AMS) Version 1.4 framework standards, Inbox Post Function
- ACORD 1.2 Document Repository Interface (DRI) message standards
- ACORD 2008.1 Reinsurance and Large Commercial (RLC) message standards (see note below)
- ACORD 2008.1 Code lists

No other versions or combinations will be supported at this time.

For Accounting and Settlement (A&S) DRI submissions, the Work Order must be formatted as an object based on the ACORD 2008.1 Technical Account (a.k.a. the 'skinny TA') and presented as a DRI document attachment with a document type code of form\_work\_order.

Please note that the RLC 2008.1 standards only refer to this 'Skinny TA' for A & S and not to full RLC messages.

### Reference Sources

The following ACORD documentation contains details of these standards<sup>1</sup>:

- ACORD Messaging Service Specification and SOAP Implementation Guide (version 1.4)
- Security Profiles for the ACORD Messaging Service (Version 1.0)
- Document Repository Interface (DRI) Reference Guide (Version 1.2)
- Document Repository Interface (DRI) Implementation Guide (Version 1.2)
- Repository Interface Data Requirements Matrix (Version 1.2.0)
- ACORD Reinsurance and Large Commercial (RLC) Message Specification (Version 2008.1)
- ACORD Reinsurance and Large Commercial (RLC) Implementation Guidelines (Accounting and Claims) (Version 2008.1)
- ACORD Reinsurance and Large Commercial (RLC) Accounting & Settlement Quick Reference Guide (Version 2008.1)
- ACORD Code manual (Version 2008.1)

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<sup>1</sup> These documents are available at the ACORD website at [www.acord.org](http://www.acord.org)

## 10. INTEGRATION TESTING

Before commencing integration testing Xchanging will assume that customers, or their software suppliers, will have completed an element of testing using the ACORD Test Harness. This will ensure a smooth transition through the integration test phase.

Integration testing comprises two distinct test phases:

- Connectivity testing
- Business testing

Contact points for each phase will be advised to the customer by the DRI Implementation Manager.

### 10.1. Connectivity Testing

The objective of the connectivity testing is to ensure that registration has been successful and dummy test messages can be sent &/or received as expected. This activity will be carried out by the customer's technical teams or service providers with the support of Xchanging Applications Support.

It should be noted that Xchanging Applications Support are also responsible for support of the production service and, in the event of conflict, this will take priority over testing support. Xchanging Applications Support will operate a 'best endeavours' policy to support customers within the agreed testing period.

### 10.2. Business Testing

Business testing allows the customer's business team to submit or receive documents using the new DRI process. This will be supported by Xchanging's Business Support Services (BSS). BSS will agree in advance a test plan and documents to be loaded.

In the case of the registration for DRI as a sender Xchanging will view the DRI submission on the IMR to ensure documents have loaded to the correct repository folders and, where appropriate, work orders have been successfully loaded.

Where the customer is registering as a receiver for outbound DRI Xchanging will assume the broker role and load base data and subsequent claims through CLASS where necessary in order to add pre-defined documentation.

Unless previously agreed (and subject to an extended commercial arrangement) business testing **will not include:**

- Signing of premiums or claims through Xchanging's internal processing systems; or
- Tracking submissions in or out; or

- Amending the status of a package through Workflow; or
- Provision of BSM, USM, CSM, SCM or settlement.

### 10.3. Objectives / Scope

The objective of the Integration Test stage is to ensure that:

- Customer is able to demonstrate that the documents held on the Insurers' Market Repository are the exact documents that they delivered or received
- Xchanging are able to demonstrate that the documents held on the Insurers' Market Repository are the exact documents that has been supplied
- Customer correctly processes the full set of requested message types
- Customer is able to send the appropriate messages and receive and successfully process the associated response message or download requests from Xchanging.

### 10.4. Entry Criteria

- Customer's DRI messages have been certified as being ACORD-compliant
- Evidence of testing with ACORD Test Harness
- Test Plans agreed by Customer / Service Provider and Xchanging
- URLs for the Test environment(s) have been exchanged
- Public Keys of Digital Certificates (issued by Trusted Certification Authority) have been exchanged for the Test environment(s)
- All Test environments support 128-bit encryption
- Customer is aware of the points of contact to manage the testing cycle i.e. to resolve problems or confirm a test has been successful
- Customer User Ids have been set-up for all appropriate systems (i.e. on-line Repository and DRI messaging upload / download) and are 'current' i.e. not expired
- If a Service Provider is used to host the send / receipt of messages, the Service Provider's Party ID's / Duns number have been supplied to Xchanging
- Appropriate supporting test data has been set-up
- Both Xchanging and Customer have the resources in place to support the planned test cycle

- Customer has migrated system components to the expected environments e.g. DB Tables, Application Software, middleware etc
- Xchanging has registered Customer details in the Test environment
- Customer / Service Provider must ensure their system (i.e. firewall settings) allows them to send and receive messages to / from Xchanging's URL
- Xchanging must ensure the firewall allows them to exchange messages with the new Customer

### 10.5. Exit Criteria

- Each individual Test Script has been executed and signed-off
- Test stage Signed-off by Customer / Service Provider and Xchanging

### 10.6. Responsibilities

The following table details the main responsibilities of participants in Integration Testing:

Who	Responsible For
Customer	<ul style="list-style-type: none"> <li>• Creating Test plans and scripts (with assistance from Xchanging)</li> <li>• Creating Test data as necessary</li> <li>• Providing resources to carry out tests – this includes both customer internal resource and 3<sup>rd</sup> party supplier resource, document supplier resource (broker to supply documents for carrier tests)</li> <li>• Migration of any system components</li> <li>• Monitoring of the success of tests &amp; any issues</li> <li>• Sign off for each stage of testing and accepting readiness for promotion of registration to production</li> </ul>
Xchanging DRI Implementation Manager	<ul style="list-style-type: none"> <li>• Acting as first escalation point for any major issues</li> <li>• Co-ordinating testing activity</li> <li>• Ensuring the Xchanging environment is ready for testing</li> <li>• Ensuring entry and exit criteria are met and appropriate sign offs received</li> </ul>

Xchanging Application Support	<ul style="list-style-type: none"> <li>• Support connectivity testing issues</li> <li>• Acting as prime contact at Xchanging to help resolve any technical problems and issues related to the testing</li> </ul>
Xchanging Business Support Services	<ul style="list-style-type: none"> <li>• Agree business test plan</li> <li>• Load base data where necessary</li> <li>• View IMR submissions</li> <li>• Load subsequent documents as necessary</li> <li>• Support business testing issues</li> </ul>

### 10.7. Technical Support & Problem Management

The process to be followed in the event of a technical problem or issue occurring during testing is as follows:

Who	Task
Customer	Customer / Service Provider contacts Xchanging Service Desk who will raise a call and assign to Xchanging's Application Support
Xchanging Application Support	<p>Investigates the query using Internal Audit system. They will;</p> <ul style="list-style-type: none"> <li>▪ Locate the relevant DRI message in the DRI Audit or XMA audit log</li> <li>▪ Following an analysis / review by Application Support of the lifecycle / history of the message(s) associated with the DRI Function, the status of the DRI message can be described to the Customer / Service Provider.</li> <li>▪ If the strategy suggested by the Application Support to resolve is acceptable to the Customer / Service Provider then advise DRI Implementation Manager.</li> <li>▪ If Application Support is unable to resolve the problem using Internal Audit system, as appropriate, further investigation will be carried out. These types of queries include: <ul style="list-style-type: none"> <li>▪ Messages cannot be traced in the Audit logs i.e. messages from Xchanging to Broker have not yet been received and vice versa</li> <li>▪ Previous analysis of the messages processed to date</li> </ul> </li> </ul>

	<p style="text-align: center;">reveals unexpected behaviours</p> <ul style="list-style-type: none"><li>▪ Investigation will continue until a successful conclusion is reached. Once the strategy suggested by Application Support to resolve is acceptable to the Customer / Service Provider then advise DRI Implementation Manager.</li><li>▪ DRI Implementation Manager updates Xchanging Issues / Problem Log</li><li>▪ DRI Implementation Manager sends the latest version of the Xchanging Issues / Problem Log to the Customer.</li></ul>
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## 11. PRODUCTION ROLL-OUT

In order for roll-out to a Production service to commence, the following criteria must be met:

- Production URLs exchanged
- Production Public Keys of Digital Certificates (issued by Trusted Certification Authority) have been exchanged
- All Production environments support 128-bit encryption
- Signed off Integration Testing by Customer and Xchanging
- Customer User Ids have been set-up for all appropriate systems and reports (i.e. on-line Repository and DRI messaging upload / download, DL 5079)
- Both Xchanging and Customer have the resources in place to support the rollout
- DRI Registration Form is still valid and correct for production registration
- Relevant certificates are still valid
- Xchanging has registered Customer details in the Production environment
- Customer has migrated system components to the Production environments e.g. DB Tables, Application Software, middleware etc



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## 12. SIGN-OFF PROCEDURES

Responsibility for written Sign-Off of each of the criterion into/out of the test stage and into Production must be allocated to an appropriate individual within the Customer, Service Provider and/or Xchanging.

Not only is each criterion allocated to an individual, but the written Sign-Off is expected to be delivered to Xchanging's DRI Implementation Manager by the planned date – defined as a milestone in the Rollout plan for the Customer.

In addition, for Rollout to the Production environment for each Customer, regular meetings (which could be done by phone) of stakeholders will take place prior to the target implementation date (starting 1 week prior to target date) as necessary and as agreed.

Attendees of these meetings may include:

- Xchanging's DRI Implementation Manager (Chair)
- Customer Business Manager
- Customer / Service Provider Technical Manager

Attendees of the meetings will review status of testing for each Customer and assess the likelihood of a 'Go' or 'No-Go' decision. If likely to be 'No-Go', consider what remedial action is required, by when and by whom to change it to a 'Go'?

Input for the final 'Go No-Go' meeting includes:

- current status of testing etc
- written Sign-Off of each 'Live Entry' criterion from the responsible individuals

Output from the final 'Go\_NoGo' meeting is written confirmation of the decision delivered to each of the attendees by Xchanging's DRI Implementation Manager (Chair) one full workday prior to target implementation date. That gives the technical teams at Customer, Service Provider and Xchanging one full work day to prepare for rollout of all system components to the Production environment.

### 13. TIMELINE FOR DRI IMPLEMENTATION

#### Week One / Two

What	Who
Submit DRI Registration Form and Digital Certificate	Customer
Check correct completion of DRI Registration Form and discuss with customer where necessary	Xchanging DRI Implementation Manager
Process DRI Registration Form and register Digital Certificate	Xchanging Application Support
Advise Xchanging Application Support and Xchanging Business Support Service of expected testing, agree possible testing schedule and secure test resource	Xchanging DRI Implementation Manager
Agree test schedule with Customer	Xchanging DRI Implementation Manager
Secure internal testing resource and, where appropriate, third party supplier resource	Customer
Confirm that all testing entry criteria are met	Customer Xchanging DRI Implementation Manager
Discuss and agree business test plan	Customer Xchanging Business Support Services
Provide business test data where appropriate	Customer
Set up business test base data where appropriate	Xchanging Business Support Services

#### Week Three / Four

What	Who
Submit / receive dummy test message(s) for connectivity testing	Customer Third Party Supplier

	Xchanging
Support connectivity testing as appropriate	Xchanging Application Support
Sign off connectivity testing	Customer
Commence business testing	Customer
Support business testing as appropriate	Xchanging Business Support Services
Sign off business testing	Customer Xchanging Business Support Services
Co-ordinate testing phase	Xchanging DRI Implementation Manager

## Week Five / Six

What	Who
Request registration promoted to production	Xchanging DRI Implementation Manager
Process DRI Registration Form to production and register Digital Certificate	Xchanging Application Support
Register DL5079 Report	Xchanging DRI Implementation Manager
Advise customer when complete	Xchanging DRI Implementation Manager

## 14. APPENDIX A – DRI REGISTRATION FORM



DRI eAccounts  
Registration Form

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## 15. APPENDIX B – DRI REGISTRATION FORM COMPLETION NOTES

### Section 1

Complete the customer details. Fields marked \* are mandatory

### Section 2

Complete the third party service provider details if applicable

### Section 3

Select the method of sending documents, EITHER Upload Request OR Notify Request, and complete the appropriate fields.

Complete the fields as appropriate if Search Request is also required

To avoid delays setting the registration into production following testing please supply both test and production URLs on first submission of the form

### Section 4 (Outbound DRI)

Select the method of receiving documents, EITHER Download Request OR Notify Request, and complete the appropriate fields.

Include an Email address if you wish to register for the email notification of documents sent

### Section 5

Complete all relevant Broker or Carrier numbers for which documents will be sent or received

### Section 6

Complete details of the Digital Certificate (the certificate should be sent with the registration form) including start and expiry dates

### Section 7

Please supply an email address for receipt of the DL5079 report (error message for documents loaded without associated UMR / UCR details)

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## 16. APPENDIX C – TECHNICAL INTERFACE SPECIFICATIONS

### Release 4



DRI Technical  
Interface Specificatio

### Release 5



DRI Technical  
Interface Specificatio

### Outbound DRI



Outbound DRI  
Functional Design v1

## 17. APPENDIX D – DOCUMENT TYPES AVAILABLE IN THE ACORD A54 CODE LIST

### Document Storage in UMR Folders

The following pages shows the document types available in the ACORD A54 Code List (2005.2) and describes the Market Repository folders in which each document type will be stored.

ACORD LONGCODE	DESCRIPTION	REPOSITORY FOLDER
acknowledgement	Acknowledgement	Miscellaneous
acknowledgement_first_notice_client	First Notice Client Acknowledgement	Miscellaneous
acknowledgement_inquiry_loss_market	Market Inquiry Acknowledgement	Miscellaneous
acknowledgement_loss_market	Market Acknowledgement	Miscellaneous
advice_claim_movement	Claim movement advice	
advice_claim_movement_seen	Claim movement advice, seen	
advice_commission	Commission advice	Miscellaneous
advice_deposit_premium	Deposit Premium advice	Miscellaneous
advice_premium	Premium advice	Miscellaneous
attorney_info_complaint	Complaint	Miscellaneous
attorney_info_correspondence	Attorney Correspondence	Miscellaneous
attorney_info_coverage_counsel_correspondence	Coverage Counsel Correspondence	Miscellaneous
attorney_info_defense_counsel_report	Defense Counsel Report	Miscellaneous
attorney_info_pleadings	Pleadings	Miscellaneous
attorney_related_info_trial_report	Trial Report	Miscellaneous
booklet	Booklet	Policy
booklet_insurance_policy	Policy	Policy
booklet_insurance_policy	Booklet: Insurance Policy	Policy
booklet_product	Booklet: Product	Policy
booklet_reinsurance_contract	Booklet: Reinsurance Contract	Policy
bordereau_catastrophe_report	Catastrophe Report	Miscellaneous
bordereau_line_of_business_detail	Line of Business Detail US general classification breakdown	Miscellaneous
bordereau_outstanding_loss_and_loss_adjustment_expense_reserve	Outstanding Loss and Loss Adjustment Expense (LAE) Reserve Bordereau	Miscellaneous
bordereau_paid_loss_and_lae_and_outstanding_loss_and_lae_reserve	Paid Loss and LAE and Outstanding Loss and LAE Reserve Bordereau	Miscellaneous
bordereau_paid_loss_and_loss_adjustment_expense	Paid Loss and Loss Adjustment Expense (LAE) Bordereau	Miscellaneous
bordereau_premium	Premium Bordereau	Miscellaneous
bordereau_premium_and_loss	Premium and Loss Bordereau	Miscellaneous
bordereau_unearned_premium	Unearned Premium Bordereau	Miscellaneous
calculation	Calculation	Miscellaneous
calculation_adjustment_premium	Adjustment Premium calculation	Miscellaneous
calculation_aggregate_deductible	Aggregate deductible calculation	Miscellaneous
calculation_claim_reserve	Claim Reserve calculation	Miscellaneous
calculation_experience_adjustment	Experience Adjustment Calculation	Miscellaneous
calculation_manual		Miscellaneous
calculation_profit_commission	Profit Commission calculation	Miscellaneous
calculation_reinstatement	Reinstatement calculation	Miscellaneous
calculation_reinstatement_premium	Reinstatement premium calculation	Miscellaneous
calculation_term_adjustment	Term Adjustment Calculation	Miscellaneous

ACORD LONGCODE	DESCRIPTION	REPOSITORY FOLDER
claim_close_aggregate_deductible	Claim Close Aggregate Deductible	Miscellaneous
claim_close_notice	Claim Closing Notice	Miscellaneous
correspondence_bank	Bank Correspondence	Miscellaneous
correspondence_claim	Claim, correspondence	Miscellaneous
correspondence_client	Client Correspondence	Miscellaneous
correspondence_cobroker	Co-broker correspondence	Miscellaneous
correspondence_general_cedent	General Correspondence Cedent	Miscellaneous
correspondence_general_reinsurer	General Correspondence Reinsurer	Miscellaneous
correspondence_premium	Premium Correspondence	Miscellaneous
correspondence_previous_documentation	Previous Documentation	Miscellaneous
correspondence_reinstatement_of_premium	Reinstatement of Premium	Miscellaneous
correspondence_reinsurer_status_update	Reinsurer Status Update	Miscellaneous
correspondence_settlement_documentation	Settlement Documentation	Miscellaneous
correspondence_underwriter	Underwriter correspondence	Miscellaneous
document	Other Documentation	Miscellaneous
document	Document	Miscellaneous
document_account_information	General Account Information	Miscellaneous
document_binder	Document: Binder	Policy
document_broker_account	Broker Account	Miscellaneous
document_broker_invoice	Broker invoice	Miscellaneous
document_certificate	Document: Certificate	Policy
document_claims_paid_breakdown	Claims paid breakdown	Miscellaneous
document_company_closing	Company closing	Miscellaneous
document_cover_note	Document: Cover Note	Miscellaneous
document_cover_note_addenda	Document: Cover Note Addenda	Miscellaneous
document_file_note	File note document	Miscellaneous
document_information_sheet	Information Sheet	Miscellaneous
document_market_presentation	Market Presentation	Miscellaneous
document_operations_description	Description of Operations	Miscellaneous
document_photographs	Photographs	Miscellaneous
document_placing_endorsement_agreed	Agreed Placing Endorsement	Slip
document_placing_endorsement_signed	Signed placing endorsement	Slip
document_placing_slip	Placing Slip	Slip
document_placing_slip_agreed	Agreed Placing Slip	Slip
document_placing_slip_signed	Signed placing slip	Slip
document_reservation_of_rights	Reservation of Rights	Miscellaneous
document_slip	Document: Slip	Slip
document_various_loss_breakdown	Document various loss breakdown	Miscellaneous
document_void	Void	Miscellaneous
form	Form	Miscellaneous
form_declaration	Form: Declaration	Policy
form_insurance_policy	Form: Insurance Policy	Policy
form_insurance_policy_endorsement	Insurance policy endorsement form	Policy
form_policy_control	Policy Control Form	Miscellaneous
form_quotation_request	Form: Quotation Request	Miscellaneous
form_reinsurance_contract	Form: Reinsurance Contract	Policy
form_statutory_declaration	Form: Statutory declaration	Policy
form_work_order	Work Order	Miscellaneous



ACORD LONGCODE	DESCRIPTION	REPOSITORY FOLDER
inquiry_collection	Collection Inquiry	Miscellaneous
inquiry_loss_client	Claim Inquiry Client	Miscellaneous
inquiry_loss_market	Inquiry	Miscellaneous
inquiry_loss_response	Inquiry Response	Miscellaneous
inquiry_specific_request_reinsurer	Reinsurer – Specific Request	Miscellaneous
inquiry_status_request_reinsurer	Reinsurer Status Request	Miscellaneous
instructions_client_quote	Client quote instructions	Miscellaneous
letter_of_credit	Letter of credit	Miscellaneous
lm_bureau_endorsement	Bureau endorsement London Market	Slip
lm_claim_collection_form	LCCF London Claim Collection Form	Miscellaneous
lm_lpo_208	LPO 208 London Market	Slip
lm_premium_advice_note	London Premium advice note (LPAN)	Miscellaneous
loc_oca_acknowledgement	LOC/OCA Acknowledgment	Miscellaneous
loc_oca_draw_request	LOC/OCA Draw Request	Miscellaneous
loss_billing	Subsequent Proof of Loss	Miscellaneous
loss_billing_aggregate_deductible	Billing/Aggregate Deductible	Miscellaneous
loss_billing_attorney_recommendation	Attorney's Billing Recommendation	Miscellaneous
loss_billing_cash_loss_advance	Cash Loss Advance Billing	Miscellaneous
loss_billing_declaratory_judgement	DJ - Declaratory Judgement Billing	Miscellaneous
loss_billing_excess_of_policy_limit	XPL – Ecess of Policy Limit Billing	Miscellaneous
loss_billing_extra_contractual_obligations	ECO - Extra Contractual Obligations Billing	Miscellaneous
loss_billing_final	Final Billing Proof of Loss	Miscellaneous
loss_billing_first_and_final	First/Final Billing	Miscellaneous
loss_billing_initial	Billing/Initial Proof of Loss	Miscellaneous
loss_billing_partial	Billing Partial Proof of Loss	Miscellaneous
loss_billing_salvage	Salvage Billing	Miscellaneous
loss_billing_subsequent	Billing/Subsequent	Miscellaneous
loss_billing_subsequent_aggregate_deductible	Billing/Subsequent/Aggregate Deductible	Miscellaneous
loss_non_billing_first_and_final_notice	First/Final Notice	Miscellaneous
loss_non_billing_initial_notice	Initial Notice	Miscellaneous
loss_non_billing_initial_notice_precautionary	Initial Notice – Precautionary	Miscellaneous
loss_non_billing_re_open_notice	Re-open Notice	Miscellaneous
loss_non_billing_reversal_notice	Reversal Notice	Miscellaneous
loss_non_billing_subsequent_precautionary	Subsequent Precautionary	Miscellaneous
plan	Plan	Miscellaneous
plan_building	Plan: Building	Miscellaneous
plan_maintenance	Plan: Maintenance	Miscellaneous
plan_product_recall	Plan: Product Recall	Miscellaneous
plan_project	Plan: Project	Miscellaneous
portfolio_split	Portfolio Split	Slip
portfolio_split_per_catastrophe_zone	Portfolio Split: per Catastrophe Zone	Slip
portfolio_split_per_geographical_zone	Portfolio Split: per Geographical Zone	Slip
questionnaire	Questionnaire	Miscellaneous
questionnaire_protection_devices	Questionnaire: Protection Devices	Miscellaneous
questionnaire_quality_control_procedures	Questionnaire: Quality Control Procedures	Miscellaneous
questionnaire_security_measures	Questionnaire: Security Measures	Miscellaneous

ACORD LONGCODE	DESCRIPTION	REPOSITORY FOLDER
reinsurance_contract_endorsement	Reinsurance contract endorsement	Slip
report	Report	Miscellaneous
report_adjuster	Adjuster Report	Miscellaneous
report_balance_sheet	Report: Balance Sheet	Miscellaneous
report_contingent_liability	Contingent Liability Report	Miscellaneous
report_credit_rating	Report: Credit Rating	Miscellaneous
report_income_statement	Report: Income Statement	Miscellaneous
report_inspection	Report: Inspection	Miscellaneous
report_life_care_plans	Life Care Plans	Miscellaneous
report_medical	Report: Medical	Miscellaneous
report_outstanding_loss	Report: Outstanding Loss	Miscellaneous
report_pass_alongs	Passalongs	Miscellaneous
report_portfolio	Portfolio report	Miscellaneous
report_projected_medical_cost	Projected Medical Cost Reports	Miscellaneous
report_soil_analysis	Report: Soil Analysis	Miscellaneous
report_summary	Summary Report	Miscellaneous
report_survey	Report: Survey	Miscellaneous
report_surveyor	Surveyor Report	Miscellaneous
reserve_change_notice	Reserve Change Notice	Miscellaneous
reserve_initial	Initial Reserve	Miscellaneous
reserve_initial_aggregate_deductible	Initial Reserve - Aggregate Deductible	Miscellaneous
reserve_status_supplemental_notice_no_change	Status Supplemental Notice No Reserve Change	Miscellaneous
reserve_subsequent	Subsequent Reserve	Miscellaneous
reserve_subsequent_aggregate_deductible	Subsequent Reserve - Aggregate Deductible	Miscellaneous
salvage_subrogation_notice	Salvage Notice	Miscellaneous
salvage_subrogation_refund_notification	Salvage/Subrogation Refund Notification	Miscellaneous
salvage_subrogation_request_for_payment	Salvage/Subrogation Request for Payment	Miscellaneous
schedule	Schedule	Slip
schedule_insurance_policy	Schedule: Insurance Policy	Policy
schedule_maintenance	Schedule: Maintenance	Miscellaneous
schedule_project	Schedule: Project	Miscellaneous
schedule_reinsurance_contract	Schedule: Reinsurance Contract	Policy
schedule_values	ACORD Statement/Schedule of values	Miscellaneous
statistics	Statistics	Miscellaneous
statistics_claim	Claim statistics	Miscellaneous
statistics_per_accounting_year	Statistics: per Accounting Year	Miscellaneous
statistics_per_underwriting_year	Statistics: per Underwriting Year	Miscellaneous
statistics_triangular	Statistics: Triangular	Miscellaneous
table_of_limits	Table of limits	Slip
wording	Wording	Policy
wording_addenda	Wording addenda	Policy
wording_agreed	Agreed wording	Policy
wording_construction_contract	Wording: Construction Contract	Policy
wording_insurance_policy	Wording: Insurance Policy	Policy
wording_maintenance_contract	Wording: Maintenance Contract	Policy
wording_reinsurance_contract	Wording: Reinsurance Contract	Policy

## 18. APPENDIX E – DRI WORK ORDER COMPLETION

The following pages describe the completion of the Work Order for DRI submissions, which must be presented in the form of an ACORD 2005.2 Technical Account.

Acord Tag/Element	XIS Required	XIS Completion Notes
<pre>&lt;Jv-Ins-Reinsurance Version="2005-2" xmlns="http://www.ACORD.org/standards/Jv-Ins-Reinsurance/2005-2" xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance" xsi:schemaLocation="http://www.ACORD.org/standards/Jv-Ins-Reinsurance/2005-2 Jv-Ins-Reinsurance-2005-2.xsd"&gt; xmlns:ac="http://www.ACORD.org/Standards/AcordMsgSvc/1.4.0"    &lt;TechAccount Sender="broker" Receiver="serviceprovider"&gt;     &lt;UUid&gt;&lt;/UUid&gt;     &lt;BrokerReference&gt;&lt;/BrokerReference&gt;     &lt;CreationDate&gt;&lt;/CreationDate&gt;     &lt;AccountTransactionType&gt;&lt;/AccountTransactionType&gt;      &lt;Explanation&gt;&lt;/Explanation&gt;      &lt;Reinsurer&gt;       &lt;Party&gt;         &lt;Name&gt;&lt;/Name&gt;        &lt;/Party&gt;     &lt;/Reinsurer&gt;     &lt;Insurer&gt;       &lt;Party&gt;         &lt;Name&gt;&lt;/Name&gt;        &lt;/Party&gt;     &lt;/Insurer&gt;     &lt;Broker&gt;       &lt;Party&gt;         &lt;Id Agency="-"&gt;&lt;/Id&gt;        &lt;/Party&gt;     &lt;/Broker&gt;     &lt;ServiceProvider&gt;       &lt;Party&gt;         &lt;Name&gt;&lt;/Name&gt;        &lt;/Party&gt;     &lt;/ServiceProvider&gt;     &lt;Contact&gt;       &lt;Description&gt;&lt;/Description&gt;       &lt;Telephone&gt;&lt;/Telephone&gt;       &lt;Email&gt;&lt;/Email&gt;     &lt;/Contact&gt;   &lt;/Jv-Ins-Reinsurance&gt;</pre>	<p>Mandatory</p> <p>Mandatory Mandatory Mandatory Mandatory Mandatory</p> <p>Optional</p> <p>Conditional Conditional Conditional</p> <p>Conditional Conditional Conditional Conditional</p> <p>Conditional Conditional Mandatory Mandatory Mandatory</p> <p>Mandatory Mandatory Mandatory Mandatory Mandatory Mandatory Mandatory Mandatory Mandatory Optional Optional</p> <p>Optional Optional</p>	<p>Format: CCYY-MM-DDThh:mm:ss*hh:mm</p> <p>One of 'premium', 'Im_additional_premium_ap' or 'Im_return_premium_rp'. For future use: 'Im_reinstatement_ap' 'Im_reinstatement_rp' 'Im_treaty_fdo' 'Im_treaty_statement_cr' and 'Im_treaty_statement_dr'</p> <p>Optional text to provide any additional details or requirements - e.g. reason for a correction</p> <p>For reinsurance, used to distinguish between Lloyd's and company market business. Either "Lloyd's", "Companies" or "Mixed"</p> <p>For insurance, used to distinguish between Lloyd's and company market business. Either "Lloyd's", "Companies" or "Mixed"</p> <p>Agency must be 'lloyds'. Id will contain the Lloyd's broker code</p> <p>Broker technician name Broker technician phone Broker technician email</p> <p>XIS</p> <p>XIS technician name. Include for a re-submission following a business rejection.</p>

<pre> &lt;ReferenceCurrency&gt;   &lt;Ccy&gt;-&lt;/Ccy&gt; &lt;/ReferenceCurrency&gt; &lt;AmtShareIndicator&gt;-&lt;/AmtShareIndicator&gt; &lt;CorrectionIndicator&gt;-&lt;/CorrectionIndicator&gt; </pre>	Mandatory Mandatory Mandatory Mandatory Conditional	Use any currency code. This will be ignored.  Set to "receiver_share" Conditional. Set to "replacement" for a re-submission following a business rejection, "reversal_to_be_replaced_later" or "reversal_not_to_be_replaced" for a cancellation following XIS signing, or "correction" for a correction following a cancellation.
<pre> &lt;Contract&gt;   &lt;TreatyFac&gt;-&lt;/TreatyFac&gt;    &lt;ContractNature&gt;-&lt;/ContractNature&gt; </pre>	Mandatory Mandatory Mandatory	Applicable value from Acord code table A29. One of: 'treaty' 'facultative' or 'direct' For Release 1 this will be limited to 'nonproportional' and 'excess_cession'. When proportional treaty business is added as part of a subsequent release, then a value of 'proportional' will also be allowed.
<pre>     &lt;BrokerReference&gt;-&lt;/BrokerReference&gt;   &lt;/Contract&gt;   &lt;Subaccount&gt;     &lt;SequenceNbr&gt;1-&lt;/SequenceNbr&gt;     &lt;ContractSection&gt;       &lt;HighLevelReference&gt;1-&lt;/HighLevelReference&gt;       &lt;CoverType&gt;-&lt;/CoverType&gt; </pre>	Mandatory Mandatory Mandatory Mandatory Mandatory Conditional	UMR  Set to 1 Set to 1 Conditional. Set to 'lm_facility' when declaration from a lineslip. Set to 'lm_balanced_binding_authority' where a Binding Authority Account. Else exclude.
<pre>     &lt;/ContractSection&gt;     &lt;JvClassOfBusiness&gt;-&lt;/JvClassOfBusiness&gt; </pre>	Mandatory Mandatory	One of "aviation", "marine" or "nonmarine_general_and_miscellaneous_liability"
<pre>     &lt;ac:SupportingDocument&gt;       &lt;ac:DocumentId&gt;-&lt;/ac:DocumentId&gt; </pre>	Mandatory Conditional	At least one document must be referenced. UUID of document. One of <DocumentId> or <Reference> must be provided. Mutually exclusive with <Reference>.
<pre>       &lt;ac:DocumentReference&gt;-&lt;/ac:DocumentReference&gt; </pre>	Conditional	Broker's reference to supporting information. One of <DocumentId> or <Reference> must be provided. Mutually exclusive with <DocumentId>.
<pre>       &lt;ac:DocumentVersion&gt;-&lt;/ac:DocumentVersion&gt;       &lt;ac:DocumentTypeCd&gt;-&lt;/ac:DocumentTypeCd&gt;     &lt;/ac:SupportingDocument&gt;     &lt;TechAccountAmtItem Type="premium"&gt; </pre>	Conditional Mandatory Mandatory Mandatory	Value from codeset A54  Always use this value. This element is not used in constructing the Work Order, but is a mandatory ACORD element.
<pre>     &lt;/TechAccountAmtItem&gt;   &lt;/Subaccount&gt;   &lt;PaymentMeans&gt;london_central_settlement&lt;/PaymentMeans&gt; </pre>	Mandatory Mandatory Mandatory	Always use this value. This element is not used in constructing the Work Order, but is a mandatory ACORD element.
<pre> &lt;/TechAccount&gt; &lt;/Jv-Ins-Reinsurance&gt; </pre>	Mandatory Mandatory	